

SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Change Order Request to Purchase Order No. 9000020 (Staff recommends approval).

REQUESTED ACTION: Approve change to increase total by \$40,000.00

☐ Work Session (Report Only)

☒ Regular Meeting

DATE OF MEETING: 7/26/11

☐ Special Meeting

CONTRACT: ☒ N/A

Effective Date: _____

Managing Division / Dept: _____

Vendor/Entity: _____

Termination Date: _____

Financial Services

BUDGET IMPACT: \$40,000.00

☐ Annual

☐ Capital

☐ N/A

FUNDING SOURCE:

Building Services

EXPENDITURE ACCOUNT:

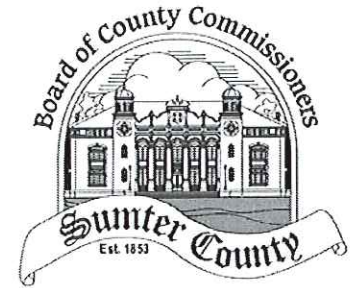
124-142-524-3400

HISTORY/FACTS/ISSUES:

Purchase Order #9000020 (PDCS) increase request by \$40,000.00 due to the funds that were initially budgeted covered inspections from the private companies past performance. Down-sizing and retirement created an additional work load on our private provider; therefore, funds are not sufficient to cover the contracted building inspections.

Exhibit A

CHANGE ORDER REQUEST FORM



PO Number 9000020
 Vendor PDCS
 PO Amount \$13,391.00
 Net Change Amount (-/+) +\$40,000

PLEASE CHANGE THE FOLLOWING ITEMS						
Item Number	From Quantity	To Quantity	From Unit Price	To Unit Price	From Account Code	To Account Code
			\$13,391.00	\$53,391.00		

PLEASE ADD THE FOLLOWING ITEMS					
Item	Account	Description	Quantity	Unit Price	Amount

Cancel Entire Purchase Order ☐

Original Requestor's Signature _____

Cancel Item Numbers _____

Reason/Justification/Special Instructions:

Funds initially budgeted covered inspections from the private companies past performance. Down-sizing and the retirement of pay rolled inspector credited an additional work load on our private provider. Not enough money to cover contracted building insp.

Acct # 124-142-524-3400 T-198 will cover request

Signature/Approvals
[Signature]
 Department Head
 7-18-2011
 Date

[Signature]
 Division Director
 7/18/11
 Date

[Signature]
 Financial Services Dept.
 7/18/11
 Date

[Signature]
 County Administrator
 7-18-11
 Date